

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL  
CITY COUNCIL CHAMBERS, CITY HALL  
CALEDONIA, MINNESOTA  
Monday, March 11, 2019

CALL TO ORDER: Following due call and notice thereof, Mayor DeWayne “Tank” Schroeder called the meeting to order at 6:00 p.m. in the Council Chambers of City Hall.

PLEDGE OF ALLEGIANCE: Mayor Schroeder led the Council, City staff, and visitors in stating the Pledge of Allegiance.

ROLL CALL: Council members present: Mayor Schroeder, Paul Fisch, David Fitzpatrick, Brad Rykhus, and Randi Vick. City staff present: Stephanie Mann, finance officer; Adam Swann, clerk/administrator; Kurt Zehnder, police chief. Visitor(s) present: Craig Moorhead, *Caledonia Argus*.

CONSENT AGENDA: Member Fisch moved to approve the consent agenda. Member Vick seconded the motion. All members present voted in favor of the motion, and the consent agenda was approved. The consent agenda comprised the following items:

- a. Approval of minutes from February 25, 2019 regular City Council meeting
- b. Approval of 2019 bowling lane license for MAAD Alley, LLC
- c. Approval of 2019 3.2% off-sale beer licenses for Kwik Trip, Inc. #733; Kraus Oil Company; Quillin’s IGA
- d. Approval of 2019 3.2% on-sale beer license for The Wired Rooster, LLC
- e. Approval of 2019 soft drink licenses for B&M Service Center; Bonanza Grain; Caledonia Rehabilitation & Retirement; Caledonia Implement Co.; Caledonia ISD 299 (@ 825 N. Warrior Ave.); Caledonia ISD 299 (@ 511 W. Main St.); Caledonia Employee Pop Fund (@ 219 and 231 E. Main St.); Caledonia Employee Pop Fund (509 Old Hwy Dr.); Houston Co. Courthouse Coffee Club; General Parts, Inc.; Good Times Restaurant/Bar; Elsie’s Bar & Grill; SEMA; A&A Floral, LLC; Redwood Café, LLC; Quillin’s IGA Foodliner; MAAD Alley, LLC; Kraus Oil Co., Inc.; Ho. Co. Sheriff’s Office; Kwik Trip #733; Rottinghaus Company, Inc. (d/b/a Subway); Becker Properties; Caledonia Liquor Store; Fourteen Foods, LLC; ABC Works; Caledonia Haulers/Canteen; Caledonia True Value; Miken Sports; Four Seasons Community Center; Houston Co. Agricultural Society; Caledonia Celebrations; Astrup Drug; The American Legion; The Farmhouse Eatery & Gifts; Dollar General 10343; Precision Stainless, Inc./Canteen; Caledonia Elderly Housing MN, LLC; The Wired Rooster, LLC; Babler Auction Service; and Ho. County 4-H Federation
- f. Approval to hire Tony Rud and Shannon Vickerman as part-time clerks for Caledonia Liquor Store
- g. Approval to hire Marten Morem as manager of Caledonia Aquatic Center for 2019 summer season
- h. Approval to hire Maria Schieber and Tessa Pieper as assistant managers of Caledonia Aquatic Center for 2019 summer season
- i. Approval to hire Lyza Hoscheit, Lydia Lange, Tate Meiners, Kerrigan Scanlan, Mason Staggemeyer, Katie Tornstrom, and Rachel Welsh as lifeguards for Caledonia Aquatic Center for 2019 summer season

- j. Approval to hire Isaac Denstad, Alysha Heaney, Austin Heaney, Haley Jennings, Jacob Staggemeyer, and Colten Welsh as part-time lifeguards for Caledonia Aquatic Center for 2019 summer season

PUBLIC COMMENT: None.

PRESENTATIONS:

a. Chief Kurt Zehnder, Caledonia Police Department:

i. 2018 Annual Report: Chief Zehnder presented his 2018 annual report to the Council. Zehnder reviewed the trends in calls for service, noting that the 3212 calls for service in 2018 exceeded the 2503 calls in 2017 and 2811 calls in 2016. Chief Zehnder reported that the MN POST Board was now requiring 16 hours of crisis intervention training for police officers as part of their 48 hours required for certification. Chief Zehnder reported that the Police Department was still providing local schools with ALICE training. Zehnder further reported that the Police Department was posting notices and alerts on its Facebook page.

CLERK/ADMINISTRATOR:

a. Updates:

i. EDA Intermediary Revolving Program loan to Mike and Sarah Klug: Swann reported that last week the EDA closed on an Intermediary Revolving Loan Program loan of \$20,000 to Mike and Sarah Klug to help them purchase and renovate the building at 123 E. Main St. (and adjacent parcel ID 210049000), which was going to be leased to the Klug Insurance Agency.

ii. Donohue & Associates, Inc.: Swann reported that Tim Korby had left Donohue & Associates. Swann further reported that he had spoken with project manager Mike Gerbitz, P.E. and had been assured that the departure should not impede the City's ability to obtain state funding for the project.

iii. Summer baseball and softball program: Swann reported that a local baseball coach had expressed interest in coaching the tee ball and pee wee players. Swann reported that a few other persons had expressed interest in managing the 9U-14U divisions, but the City had not received any applications.

iv. Water main break on E. Grant St.: Swann thanked Public Works employees Mark Betz, Matt Blocker, Craig Nelson, and Dan Schwirtz for working on Saturday to locate and repair the water main leak.

v. Houston County State Aid Highway 3 Rehabilitation Project: Swann reported that the proposed cooperative agreement with the County was not on the Council agenda because the City was still waiting for a cost estimate for the batteries for the proposed flashing beacons.

NEW BUSINESS:

a. Consideration of proposed Resolution 2019-004: A Resolution Making Permanent Transfers from Electric Fund and Capital Improvement Fund to General Fund: Council reviewed proposed Resolution 2019-004, a resolution that would make permanent \$210,000 of the \$500,000 transferred from the Electric Fund and Capital Improvement Fund to the General

Fund as interfund loans for the 2018 N. Kingston St. Reconstruction Project. Making the transfers permanent would increase the unassigned General Fund balance from 40% to 50% as a percentage of General Fund expenditures. The proposed resolution further stated that the remaining \$290,000 previously transferred would be paid back over 15 years; the General Fund would owe the Electric Fund \$230,000, and the General Fund would owe the Capital Improvement Fund \$60,000. Member Rykhus moved to approve proposed Resolution 2019-004. Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

b. Consideration of proposal from Fire Department to purchase new brush truck: Council reviewed a proposal from the Fire Department to purchase a new 2019 Ford F 550 Chassis 4 WD truck as a brush truck to replace the department's 1982 brush truck. The state bid price for the truck was \$36,827 at Midway Ford Roseville, Minnesota, and the total estimated cost of the truck with lift and tires, custom aluminum box, skid and water tank, winch, decal package, L.E.D. emergency lights, custom front bumper, and incidentals was \$91,677. Finance Officer Stephanie Mann reported that the cost of the truck would be split between the Fire Department and the Special Fire District #2. Mann further reported that the City and Fire District would pay for the truck using cash rather than financing the truck. Mann further reported that the City could pay its \$45,833.50 share using \$15,000 budgeted towards a down payment and \$15,000 the City had budgeted towards possible costs for the County State Aid Highway 3 Rehab Project (which was not going to be needed). Mann was optimistic the department would have additional money in some of the other line items (e.g., wages) that could help pay for the remaining \$15,833.50 that was needed. Member Fitzpatrick moved to authorize the Fire Department to purchase the proposed brush truck for an amount not to exceed \$91,667. Member Rykhus seconded the motion. All members present voted in favor of the motion, and the motion passed.

c. Discussion re site lease agreement between City of Caledonia and Verizon Wireless: Council reviewed and discussed terms of a proposed agreement between the City of Caledonia and Verizon Wireless to extend Verizon Wireless' lease of the water tower near North Ramsey Street. By consensus the Council was agreeable to a 10-year extension of the lease if Verizon Wireless paid the City \$100 for each additional antenna (over the current 5 antennas) and increased the monthly rent by 3% per year.

d. Overtime report: Members reviewed the overtime report for the pay period February 11, 2019 – February 24, 2019. No further action was taken by the Council.

e. Prepaid claims: Members reviewed the prepaid claims for the period February 13, 2019 – March 8, 2019, which totaled \$229,898.21. Member Vick moved to approve the prepaid claims as presented. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

f. Claims payable: Members reviewed the claims payable for March 2019, which totaled \$206,027.33. Member Vick moved to approve the claims payable as presented. Member Fitzpatrick seconded the motion. All members present voted in favor of the motion, and the motion passed.

ANNOUNCEMENTS:

a. The next regular Council meeting was scheduled for Monday, March 25, 2019, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Vick, seconded by Member Rykhus. All members present voted in favor, and the motion was declared carried to adjourn at 7:20 p.m.

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DeWayne "Tank" Schroeder  
Mayor

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Adam G. Swann  
Clerk/Administrator